

7 JAN 1970

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Agency On-Duty Strength 31 December 1969

1. This memorandum is for your information.
2. The attachment presents Agency on-duty strength by Directorate as of 31 December 1969 as compared to ceiling and on-duty strength in previous months of the fiscal year.
3. All Directorates except the Office of the Director and the Science and Technology Directorate show some decrease in on-duty strength in December. Total Agency on-duty strength decreased by [] It is significant, however, that approximately [] clericals were reassigned out of the pool to Directorate positions in November and December. The Temporary Assignment Section is now down to [] and we anticipate that clerical input against ceiling will be very low for the next few months and our on-duty strength will, therefore, drop sharply. The reduced clerical input during the next few months will not have serious impact for two reasons. Firstly, as of 31 December our on-duty clerical strength is at a high for recent years. Secondly, in the ceiling reduction exercise now underway for FY 1970 and FY 1971 we estimate that approximately [] clerical positions will be eliminated.
4. [] Thus a reduction of approximately [] bodies per month is required for the next six months. We fully expect to meet this goal although our "mix" may not be ideal. We will continue to monitor this program closely and advise you if any problems are encountered.

[]
Robert S. Wattles
for Director of Personnel

Att.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Agency On-Duty Strength 31 December 1969

FROM:

Director of Personnel
5E-56 Headquarters

EXTENSION

NO.

DATE

25X1

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Executive Director-Comptroller
7E-12 Headquarters

1/13

1/12

John Clarke and I are prepared to brief you in more detail at your convenience.

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Mr. Evans

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Until new component ceilings are firmly established it is more meaningful to present our progress in reaching year-end on-duty strength goals at the Directorate level only.

Robert S. Wattles
for Director of Personnel

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ILLEGIB

3 To 5:

Mr. Evans:

Reassignments and retirements by 28 February 1970 will decrease on-duty strength in the Office of the Director by [] and in the NIPE Staff by []. These two areas will then be in alignment with the new Fiscal Year 1970 ceilings. According to Mr. [] he expects normal attrition to cause a reduction

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:		EXTENSION	NO.	
			DATE	
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1.				<p>Page 2.</p> <p>of <input type="checkbox"/> people in the Cable Secretariat by 30 June 1970 which will bring that office into alignment with its Fiscal Year 1970 ceiling. ONE, OIG, and O/PPB indicate that during the next 5 months they will be reducing on-duty strength towards their Fiscal Year 1970 ceiling.</p> <div style="border: 1px solid black; width: 80px; height: 50px; margin: 20px auto;"></div>
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